

Brad Tuttle
Superintendent



Jersey Community Unit District No. 100
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Board of Education
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Dear Parent or Guardian,

In addition to satisfying all other requirements for enrollment, a student enrolling for the first time in a Unit #100 school **must** demonstrate that he/she is a legal resident of the school district. This applies to all age students including kindergarten and pre-kindergarten students.

The basic rule is that a student's residency for purpose of public school attendance is the district in which his/her parents or legal guardians or the person(s) who has legal custody reside. If the parent or guardian or person(s) with legal custody owns and resides in a house, rents and resides in an apartment or house, or lives with someone within the school district, and is the parent or adult with whom the child regularly lives, and if the student sleeps and eats meals regularly at the said residence and said residence is within the boundaries of Jersey Community Unit School District #100, the residency requirement is met.

For all students registering in Unit #100 for the first time the parents will be required to provide proof of residency as follows:

Two or more of the following documents that identify your current address are needed as proof of residency:

1. Current driver's license
2. Voter registration card
3. Utility bill(s) containing the parent's name
4. Lease showing the name, address and occupancy date
5. Occupancy permit or other local government document as a resident at the stated address

If you are unable to provide the acceptable **proofs of residency** the following procedure will be sufficient:

- a. Fill out an *Affidavit of Residence, Custody, Control and Responsibility* form and have it notarized. (This form is provided by the District);
- b. A signed letter from the landlord stating that you are living in a dwelling owned by him/her; and
- c. Proof that the landlord has control over the property, i.e. utility bill with the physical address and their name on the bill

Students attempting to enroll for the first time without proof of residency will not be allowed to complete registration.

A student or parent is required to provide the Administration with proof of residency **any time** there is a change of address or phone number. The same documentation may be used for proof of residency as mentioned above.

The residency requirement is mandated by Illinois law. *"If a person who knowingly or willfully presents to any school district false information regarding residency of a pupil for the purpose of enabling that pupil to attend any school in that district without the payment of a nonresident tuition charge shall be guilty of a Class C misdemeanor."* (For tuition information contact Administration at 618-498-5561)

Sincerely,
Brad Tuttle, Superintendent